



Australian Government
Australian Industrial Registry

27 January 2009

Ms Marjorie Chant
Trustee
The Victorian Showmen's Guild
PO Box 36
ASCOT VALE VIC 3032

By email: vicshowmen@bigpond.com

Dear Ms Chant

**Re: Schedule 1 of the Workplace Relations Act 1996 (RAO Schedule)
Financial report for year ended 30 June 2008 – FR2008/269**

I acknowledge receipt of the financial report for The Victorian Showmen's Guild for the year ended 30 June 2008. The documents were lodged in the Industrial Registry on 12 December 2008.

I also refer to my telephone conversation with Brian from your office earlier today where he confirmed the preamble to the committee of management statement should read "...for the financial year ended 30th June 2008" rather than 2007.

Based on the information contained in the lodged financial report and the abovementioned information the financial documents have been filed.

Although the documents have been filed, I would like to comment on 2 issues arising out of the financial report. I make these comments to assist you when you next prepare the financial reports. You *do not* need to take any further action in respect of the financial report already filed.

1. Operating Report – Trustee of Superannuation Entities

Subsection 254(2)(d) of the RAO Schedule requires the provision of details of any officer or member of the reporting unit who is a trustee, or a director of a company that is a trustee, of a superannuation entity or an exempt public sector superannuation scheme where the criterion for holding such position is that they are an officer or member of an organisation.

The information contained in the lodged operating report regarding trustees of superannuation entities, such as "Not applicable", does not fully address the requirements of s254(2)(d). If no officers or members of the reporting unit is a trustee of a superannuation entity, the preferred wording to satisfy the Industrial Registrar that s254(2)(d) has been complied with is:

"No officer or member of the reporting unit holds a position as a trustee or director of a superannuation entity or exempt public sector superannuation scheme where the criterion for holding such position is that they are an officer or member of an organisation."

This wording would satisfy the Registrar that the members of the committee of management of the reporting unit have turned their minds to the elements of this subsection, as well as allowing members

of the reporting unit to understand the reporting requirements in relation to trustees of the superannuation entities when reading the operating report.

2. Notes to the General Purpose Financial Report – Notice Under s272 RAO Schedule

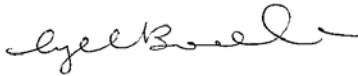
Subsection 272(5) of the RAO Schedule requires the general purpose financial report to include a notice drawing attention to subsections 272(1), 272(2) and 272(3) and the reproduction of those subsections. I note in the previous year's financial report this Notice was included in the committee of management statement and a letter from our office to your office dated 18 January 2008 advised that the proper place for this Notice is in the notes to the financial statements. For this year's financial report the s272 Notice appears to have been overlooked and does not appear anywhere in the lodged report.

Can you please ensure subsections 272(1), 272(2) and 272(3) are reproduced in the notes to the general purpose financial report in future years?

Your attention in rectifying these matters when preparing future financial reports will be much appreciated.

If you have any queries regarding this letter I may be contacted on (03) 8661 7989 (Wed – Fri) or by e-mail at cynthia.lobooth@airc.gov.au.

Yours sincerely,



Cynthia Lo-Booth
Statutory Services Branch



For the Outdoor Showmen and all Kindred Forms of Amusement

THE VICTORIAN SHOWMEN'S GUILD REG.

P.O. Box 36, Ascot Vale, Victoria, Australia 3032

Telephone: 03 9376 8544 Fax: 03 9376 0505

e-mail: vicshowmen@bigpond.com

8 December 2008

The Registrar
Australian Industrial Registry
GPO Box 1994S,
Melbourne, 3001

Dear Sir,

Designated Officer's Certificate
s268 of Schedule 1B Workplace Relations Act 1996

I Marjorie Chant being a Trustee of The Victorian Showmen's Guild certifies:

- that the documents lodged herewith are copies of the full report referred to in s268 of the RAO Schedule; and:
- that the full report was provided to members on 30th October 2008; and:
- that the full report was presented to a general meeting of members of the reporting unit on 2nd December 2008 in accordance with section 266 of the RAO Schedule.
- that the full report was endorsed at a Committee of Management meeting of the reporting unit on 23rd September 2008.
- that the following amendments to the rules were provided to members on 30th October 2008 and approved at the general meeting of members held on 2nd December 2008 in accordance to the rules. Refer to page 2.

Rule 16.4.1--- be amended to read:-

“Notwithstanding rule 16.4, a secret postal ballot, of persons who nominated for the office of Committee Member, must always be held to determine the positions for ten (10) Vice-Presidents and nine (9) Committee Members. The conduct of the secret postal ballot shall be in accordance with rule 16.5.

The candidates for Committee Members receiving the ten highest number of votes shall be declared elected as Vice-Presidents.

The candidates for Committee members receiving the next nine highest number of votes shall be declared elected as Committee Members.”

Rule 21.1--- be amended to read:-

“The Office-Bearers of the Committee shall be the President, ten (10) Vice-Presidents, nine (9) Committee Members, two (2) Trustees, the Treasurer and the Secretary.”

Rule 21.7--- to be added:-

“Each Committee Member shall assist the President in the proper management of the business and affairs of the Guild and attend meetings of the Committee as required.”

The following Rules to be amended as follows:-

- 2.1 - ...“the Act” means the Workplace Relations Act 1996 (as amended)
- 7.3 - ... which may accept or reject, subject to Section 166 of the Act, the application
- 16.3- ... from the date of certificate under Section 159 of the Act

Yours truly,

Signature Marjorie Chant Marjorie Chant / Trustee

Date: 8/12/08



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P.O. Box 36, Ascot Vale, Victoria, Australia 3032

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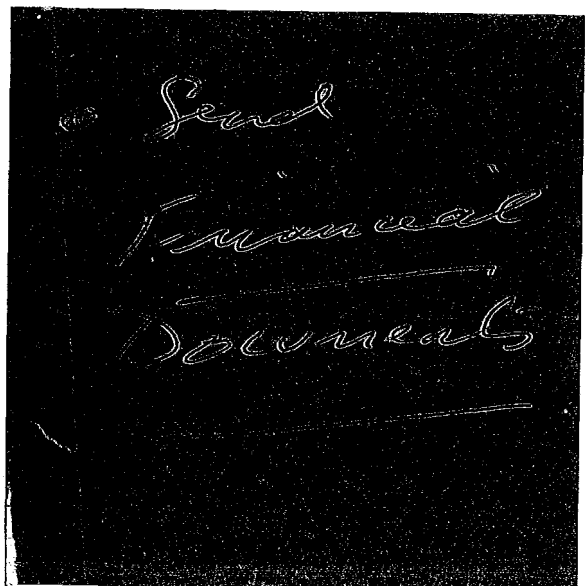
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Yours truly,

Signature Marjorie Chant Marjorie Chant / Trustee

Date: 8/12/08

THE VICTORIAN SHOWMEN'S GUILD

**AUDITED
FINANCIAL ACCOUNTS
FOR THE YEAR ENDED
30TH JUNE 2008**

THE VICTORIAN SHOWMEN'S GUILD
Profit & Loss Statement
For The Year Ended 30th June 2008

	2008	2007
	\$	\$
Income		
T.O.S. – Subscriptions	13,079.49	11,789.98
T.O.S. – Advertising	31,199.96	40,321.75
-- Less overstated Income 2006	-	(9351.82)
T.O.S. – Donations	1,500.00	1,600.00
Members Dues	66,054.48	67,818.16
Interest Received	1,031.06	1,649.14
Income Other Events - Ballarat	-	70.47
- Dandenong	1,101.60	475.13
Ground Transfers	140.01	2,077.55
Sundry Income	-	-
Ground Administration Fee	37,574.52	35,841.44
Donations - Property	1,640.00	1,000.00
	<u>153321.12</u>	<u>153,291.80</u>

THE VICTORIAN SHOWMEN'S GUILD

Balance Sheet

As At 30th June 2007

	Notes	2008 \$	2007 \$
Current Assets			
Cash	(1)	22817.60	18761.09
Receivables	(2)	12250.00	9586.00
Other	(3)	1030.00	711.45
Total Current Assets		<u>36097.60</u>	<u>29058.54</u>
Non Current Assets			
Property, plant & equipment	(4)	11684.00	13683.00
Land and Building	(5)	347531.55	347531.55
Total Non Current Assets		<u>359215.55</u>	<u>361214.55</u>
Total Assets		395313.15	390273.09
Current Liabilities			
Payables	(6)	4691.32	2494.99
Loan	(7)	9271.40	33774.38
Total Current Liabilities		<u>13962.72</u>	<u>36269.37</u>
Total Liabilities		13962.72	36269.37
Net Assets		<u>381350.43</u>	<u>354003.72</u>
Equity			
Retained Profits		318350.43	354003.72
Total Equity		<u>318350.43</u>	<u>354003.72</u>

THE VICTORIAN SHOWMEN'S GUILD
Cash Flow Statement
For The Year Ended 30th June 2008

	\$	\$
Cash Flows form Operating Activities		
Members Subscriptions	66145.38	
Receipts from Members	87587.19	
Payments to suppliers & employees	(121218.45)	
Net GST payment	(2340.08)	
		30174.04
Cash Flows From Financing Activities		
Transfer from Investments	2,000.00	
Morgage Loan Payments	(27217.32)	
		<u>(25217.32)</u>
Increase in Cash Held		4956.72
Cash At 1st July 2007		1439.40
Cash At 30th June 2008		<u><u>6396.12</u></u>

Notes to Statement of Cashflows

1. Reconcillation of Cash	30th June 2007	30th June 2008
	1439	6396
Cash at Bank	<u>1439</u>	<u>6396</u>

THE VICTORIAN SHOWMEN'S GUILD
Operating Report For The Year Ended 30th June 2008

(a) Principal Activities

The Principle Activities of the Guild during the reporting period were to provide industrial and organising services to the members consistent with the objects of the Guild and particular the object of protecting and improving the interests of members. s254(2)(a)

There were no significant changes in the nature of the Guild's principle activities during the reporting period. s254(2)(a)

(b) Financial Affairs

The Guild used it's Accumulated Investments to purchase a Commercial Property to be used as it's office headquarters.

(c) Manner of Resignation

Members may resign from the Guild in accordance with rule 10, which reads as follows s254(2)(c) rule 10.

- 10.1 A member may resign his membership of the Guild by giving 2 weeks notice in writing. The notice of resignation shall be addressed to the Secretary and shall be delivered to him.
- 10.2 A member may resign from membership of the Guild by written notice addressed and delivered to the Secretary. Such notice shall be taken to have been received by the Guild when delivered to the Secretary.
- 10.3 A notice of resignation that has been received by the Guild is not invalid because it was not addressed and delivered to the Secretary.
- 10.4 A resignation from membership of the Guild is valid even if it is not effected in accordance with sub rule 10.1 here of if the member is informed in writing by or on behalf of the Guild that the resignation has been accepted.
- 10.5 A notice of resignation from membership of the Guild takes effect:
 - 10.5.1 where the member ceases to be eligible to become a member of the guild.
 - 10.5.1.1 on the day on which the notice is received by the Guild; or
 - 10.5.1.2 on the day specified in the notice, which day not earlier than the day when the member ceases to be eligible ti become a member; whichever is later; or
 - 10.5.2 in any other case:
 - 10.5.2.1 at the expiration of 2 weeks after the notice is received by the Guild; or
 - 10.5.2.2 on the day specified in the notice; whichever is later.
- 10.6 Any dues payable but not paid by a former member of the Guild, in relation to a period before the member's resignation from the Guild took effect, may be sued for and recovered in the name of the Guild, in a court of competent jurisdiction as debt due to the Guild.

TRUSTEES
Marjorie Chant

Signature: *Marjorie Chant* TRUSTEE

Date: 21/10/08.

INDEPENDENT AUDIT REPORT
TO THE MEMBERS OF
THE VICTORIAN SHOWMEN'S GUILD

Scope


We have audited the financial statements of the Guild being the Profit & Loss Account, Balance Sheet, Notes to and Forming Part of the Accounts and Statement by Directors for the year ended 30th June 2008. The Committee of Management are responsible for the preparation and presentation of the financial statements and the information they contain. We have conducted an independent audit of these financial statements in order to express an opinion on them to the members of the Guild.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our procedures include examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements, and evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are presented fairly in accordance with Australian Accounting Standards and statutory requirements so as to present a view of the Association which is consistent with our understanding of its financial position and the results of its operations and cash flows.

The Audit opinion expressed in this report has been formed on the above basis

Audit Opinion

In our opinion the general purpose financial report is presented fairly in accordance with applicable Australian Accounting Standards and the requirements imposed by Part 3 of Chapter 8 of Schedule 1 of the Workplace Relations Act 1996.


.....
Noel Bawden
Auditor
Professional National Accountant
National Institute Of Accountants

DATED:
21st October 2008.